

**AGENDA
BOARD of FINANCE
REGULAR MEETING -
AUGUST 17, 2004 at 8:15 pm
ROOM 206 TOWN HALL**

- 1) **GORHAM'S POND DAM & FLOODGATE** – Consider and take action on a request of the Board of Selectmen for an appropriation \$ 39,365 from the RFCNRE for an engineering study and the preparation of plans to repair the dam and floodgate. (For action by the Board of Selectmen on 8/16/04.)
- 2) **SEWER OPERATIONS & PLANNED PROGRAMS** – Meet with Bob Steeger to review the operations and the plans of his department and the Sewer Commission.
- 3) **SPECIAL COMMITTEE – ASSESSOR'S OFFICE** – Receive a report from Barbara Cook on the status of the audit and review their report on the audit.
- 4) **DARIEN HIGH SCHOOL CONSTRUCTION STATUS** – Receive a report from John Bowes of the DHSBC on the status of the project.
- 5) **YEAR END RESULTS** – Receive a report from the Kate Clarke on the year end results.
- 6) **FINANCIAL REPORTS** – Review monthly financial reports.
- 7) **GENERAL FUND BALANCE POLICY** – Review and take action on a final draft of the proposed policy.
- 8) **TRANSFER—NOROTON FIRE DEPARTMENT:** Consider and take action on a request of the Board of Selectmen for the following transfer: (For action by the Board of Selectmen on 8/16/04)

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
10303425-82040	Motorized Rep	1,040	10303425-82027	Marine Repair	1,490
10303425-83017	Marine Gear	308			
10303425-82055	Wireless Comm	68			
10303425-83005	Heating fuel	24			
10303441-82044	Radio Repair	50			
	TOTAL	1,490		TOTAL	1,490

- 9) **TRANSFER—TOWN CLERK:** Consider and take action on a request of the Board of Selectmen for the following transfer: (For action by the Board of Selectmen on 8/16/04.)

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
10106011-82008	TC-Printing	143	101060111-82011	Microfilming	1,023
10106011-84008	TC-Office Furn	880			
TOTAL		1,023	TOTAL		1,023

- 10) **TRANSFER—PUBLIC WORKS DEPARTMENT:** Consider and take action on a request of the Board of Selectmen for the following transfer: (For action by the Board of Selectmen on 8/16/04.)

RESOLVED: That the following transfer of appropriations is approved for referral to the Board of Finance:

From			To		
Acct No	Account	Amount	Acct No	Account	Amount
10401011-81003	Seasonal & Temp	1,475	10408001-81004	Overtime	1,024
10402144-82044	Radio Repair	260	10407011-82052	Gas	1,495
10402144-82051	Electricity	16,406	10402144-83007	Operating Supplies	1,888
10402144-83006	Uniforms	1,153	10402144-81001	Full Time Salary	2,344
10402144-83014	Tires	176	10407011-81001	Full Time Salary	2,535
10407011-81004	Overtime	1,059	10407011-83007	Operating Supplies	2,640
10407011-82051	Electricity	1,910	10408001-82041	Facility Repair	3,178
10407011-83006	Uniforms	100	10402144-81004	Overtime	3,647
10408001-83005	Heating Fuel	1,812	10408001-82051	Electricity	9,405
10704000-86600	Contingency	<u>38,318</u>	10402144-83004	Motor Fuel	15,370
		62,669	10407011-83005	Heating Fuel	<u>19,143</u>
					62,669

- 11) **TRANSFER—LEGAL SERVICES:** Consider and take action on a request of the Board of Selectmen for the following transfer: (For action by the Board of Selectmen on 8/16/04.)

RESOLVED:

That the following transfer of appropriations is approved for referral to the Board of Finance:

From:			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
10105101-82007	Labor counsel	2,093	10105091-82007	Town Counsel	2,931
10704000-86600	Contingency	838			
TOTAL		2,931	TOTAL		2,931

- 12) TRANSFER—WASTE MANAGEMENT:** Consider and take action on the request of the Finance Director for the following transfer of appropriations:

RESOLVED:

That the following transfer of appropriations is approved by the Board of Finance:

From/Increase			To:		
Acct. No.	Account	Amount	Acct. No.	Account	Amount
24545154-44701	Refuse Tip Fees	227,940	24545154-82013	Solid Waste Disposal	203,215
			24545154-81004	Overtime	579
			24545154-81005	Longevity	50
			24545154-83007	Operating Supplies	1,391
			24545624-82100	Medical Insurance	1,948
			24545164-82021	Hazardous Waste Disp	9,040
			24545624-82106	Social Security	897
			24545624-82525	Workers Comp	10,820
	TOTAL	227,940		TOTAL	227,940

- 13) TRANSFER—SEWER OPERATIONS FUND:** Consider and take action on the request of the Finance Director for the following transfer of appropriations:

RESOLVED:

That the following transfer of appropriations is approved by the Board of Finance

From			To		
Acct #	Account	Amount	Acct #	Account	Amount
Sewer Admin			Sewer Admin		
24488804-81004	Overtime	5,018	24448804-81001	Sewer Payroll	48,704
24448804-82012	Legal Fees	2,120	24448804-82004	Clerical Services	160
			24448804-82020	Billing & Collection	2,023
			24448804-82033	Water Use Data	5,489
			24448804-82333	Engineering	22,986
			24448804-83001	Office Supplies	183
Sewer Collection & Treatment			Sewer Collection & Treatment		
24448814-81004	Overtime	2,780	24448814-81001	full Time	4,200
24448814-82003	Training services	1,549	24448814-81005	Longevity	50
24448814-82050	Telecomm	2,335	24448814-82040	Motorized Equip Repair	305
24448814-83005	Heating Fuel	2,100	24448814-82041	Facility Repair	41,457
24448814-83007	Operating Supp	5,362	24448814-82051	Electricity	5,616
			24448814-82053	Potable Water	1,941
			24448814-84031	Root Control Project	1,629
			24448814-84054	Odor Control	10,150
			24448814-84700	Reserve for Equip	1,135

Sewer Treatment

24448824-84800	Reserve for Upgrade	156,398
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Sewer Overhead

24448834-82100	Medical Ins	7,939
24448834-82101	Dental Ins	2,733

188,334

Sewer Treatment

24448824-82060	Sewage Treatment	26,172
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Sewer Overhead

24448834-82025	Insurance Premiums	11,987
24448834-82104	LTD	135
24448834-82106	Social Security	4,012

188,334

- 14) APPROVAL OF MINUTES** – Approve the minutes of the following meetings:
July 20th – Regular Meeting
July 22nd – Special Meeting
- 15) OTHER BUSINESS** – Requires a two-thirds vote